



Resident Student Dining Committee

Minutes of Meeting

Date: Wednesday, October 5, 2016, 12:30pm
Location: DV3210
Attendees: UTM Andrea D., Vicky J., Beth S.
Students Jessica L., Emily K., Abraham L., Sabrina S., Mitchell R., Ali R., Tooni T.

1. Administrative

A. Resident Student Dining Committee

- Andrea reviewed the Resident Student Dining Committee terms and conditions, mandate, meeting protocol, and current membership with the Committee

B. Housekeeping

- Andrea reminded the Committee that the dates for changing student meal plans (Sept 26) and for paying the first meal plan instalment (Sept 30) have past, and that the date for paying the second meal plan instalment (Nov 30) was approaching
- Andrea also reported that there were still 70 resident students who have not picked up their meal plan sticker and asked the Committee to reach out to meal plan students to ensure that they come to the H&RS Office to pick up their sticker
 - The H&RS Office has, on multiple occasions, reached out directly to these students via email, and will start freezing meal plan accounts of those students who still have not picked up their sticker by October 17th

2. Business Arising

A. Student Secret Shoppers

- Andrea stated that the Student Secret Shopper program was tested last year with the aim of launching it in the Fall
 - Secret shopper audits will focus on TFC, Colman Commons, and the North Side Bistro
 - A third-party auditing company performs secret shopper audits across campus, but it is more effective for students to complete secret shopper audits from the perspective of a meal plan student
 - Focus on response to meal plan students with dietary restrictions
 - Provide valuable feedback for Chartwells

- *UPDATE: 4 students from Committee signed up to participate and were given audit forms and funds on their TCard on October 7*

B. Produce in Colman Commons

- Andrea explained that produce has been made available for purchase at the C-Store in Colman Commons in the past, but participation was very low and more produce went to waste than was sold
- Andrea also mentioned that, currently, most produce is in stock on any given day and can be purchased by asking a manager or one of the staff
 - Staff at the salad bar station can provide fruit or vegetables that are already chopped up for purchase
 - Whole produce can be purchased if in stock or can be made available within a day or two
 - Produce can be purchased using Basic dollars
 - Whole produce pricing for 2016-17 will be as follows:

Item	Unit	\$/Unit	Item	Unit	\$/Unit
Avocado	Pc	2.29	Green Beans	Lb	4.29
Broccoli	Pc	3.99	Lemon	Pc	0.59
Baby Bok-choy	Pc	2.50	Lime	Pc	0.59
Cabbage (Red)	Pc	3.50	Button Mushrooms	Lb	2.59
Cabbage (Green)	Pc	2.99	Green Onions	Bunch	0.99
Cabbage Nappa	Pc	3.50	Red Onions	Lb	1.59
Carrots	Lb	1.25	Spanish Onions	Lb	0.99
Cauliflower	Pc	3.99	Green Peppers	Lb	2.99
Celery	Bunch	2.99	Red Peppers	Lb	2.99
English Cucumber	Pc	1.99	Regular Potato	Lb	0.99
Egg Plant	Lb	4.29	Sweet Potatoes	Lb	1.99
Granny Smith Apples	Pc	0.99	Spring or Mesclun Mix	Lb	5.99
Macintosh Apples	Pc	0.99	Spinach	lb bag	3.99
Red Delicious Apples	Pc	0.99	Tomatoes	Lb	2.19
Banana	Pc	0.99	Green Zucchini	Lb	2.99
Cantaloupe	Pc	6.59	Yellow Zucchini	Lb	2.99
Honeydew	Pc	6.59	Kale	Lb	3.99
Oranges	Pc	0.99	Beets	Lb	1.89
Pineapple Golden	Pc	7.59			

C. Clamshell Takeout Program Update

- Andrea revisited the clamshell takeout program
 - There was consideration for launching the program for the TFC, but the supporting infrastructure (proper storage, dishwashing, distribution, etc.) is not in place
 - Better to consider the program when the Permanent Food Court is built
 - The program was not considered for Colman Commons because the china program is currently in place

3. New Business

A. Initiatives for 2016-17

- Andrea reviewed all of the initiatives that were implemented, or will be implemented, for 2016-17:
 - Vending Readers in IB
 - Push for Students with Dietary Requirements to Come Forward
 - Andrea reminded the Committee that it is not too late for meal plan students with dietary restrictions to bring them to our attention so that H&RS and Chartwells can set up a plan to best address their needs
 - TCard with Tap
 - Pilot project to determine if having students access their meal plan funds using tap is faster and more convenient
 - Test to see if other services attached to the TCard can be accessed using Tap technology
 - Ali asked if there was an application similar to Apple Pay where students can pay for meal plan purchases using their smart phones
 - Vicky explained that the TCard is used tri-campus-wide and is bound by existing technologies associated with the production and use of the TCard, and currently no such technology exists or is being considered at this time
 - Fair Trade Campus Designation
 - Andrea explained what the Fair Trade Campus Designation means to UTM
 - Pita Pit off-campus partner
 - Andrea encouraged the use of Pita Pit and Pizza Pizza when on-campus operations are slower during periods of low demand (late night, weekends, holidays)
 - fusion 5
 - fusion 5 is the only Canadian university food service location that is certified as gluten-free
 - fusion 5 is also dairy-free, shellfish free, and peanut-free, and is vegetarian- and vegan-friendly
 - Bento in IB
 - Bento used to be located at Colman Commons but was moved to the IB to replace the under-performing Panini Fresca
 - The current Bento operation provides freshly-made sushi for all outlets on campus, and also serves an expanded Bento menu that includes noodles and rice bowls at the IB
 - Salad Bar in TFC
 - Station updates in Colman Commons
 - Pressed sandwiches where Bento used to operate
 - Fresh, made-to-order items from the Grille

- My L'il Healthmart – Mindy
 - My L'il Healthmart machine is a robot vendor that will be set up in the lobby of OPH and will sell items that students would typically purchase from a drug store
 - Such items are currently being sold in the C-Store in Colman Commons, but Chartwells cannot maintain a consistent stock and is not able to price them at levels comparable to drug store pricing
 - The machine should be installed in October and will accept Flex Dollars
- Sustainability Initiatives
 - UTM currently has 2 organic waste disposal units – one in Spigel and one just installed in Colman Commons, that we will drastically reduce the amount of organic waste shipped off-campus
 - UTM is looking to install bee stations on campus for bees to establish hives and produce honey

B. Preliminary Food Services Budget

- Andrea provided an overview of the key elements associated with UTM's meal plans – Basic, Flex, Minimum Commitment, Overhead, and Carryover
 - Some of these elements will be part of the discussion with regards to proposed changes in the meal plans for 2016-17
- Andrea showed that UTM's food prices and meal plan rates have traditionally been below average for all Ontario universities
 - Andrea reiterated the fact that food prices and meal plan rates are linked because meal plan rates represent purchasing power for food, and if food prices increase but meal plan rates do not correspond, then students will have decreased purchasing power
 - Andrea also pointed out that UTM's contract with Chartwells stated that non-branded food prices were to remain the same from 2015-16 to 2016-17
 - Although food prices were going to increase for 2017-18, these increases, and the subsequent meal plan rate increases, would only follow inflation and not “double up” to account for the 0% price increase from last year
 - Andrea is waiting for the UofG Food Price Report for 2017 to be released in early October before projecting what the UTM food price increases might be for UTM
 - Andrea also explained that UTM received clarification on the Canada Revenue Agency's definition with regards to the tax exempt status of meal plans which may also impact how UTM's meal plans are structured for next year
- Other items to be considered in the food service budget:
 - Permanent food court construction – 2018
 - Starbucks renovation – 2018
 - North 2 food service outlet – 2018
 - New transaction system contract – 2018

- New vending service contract – 2018
- New food services contract – 2020
- Andrea reminded the Committee that the on-going goal of food services is to be a break-even operation, investing any operating surplus back into the program
- Vicky announced to the Committee that H&RS would be setting aside the money that was typically used for sponsoring other UTM causes to support student initiatives and Fair Trade

C. Shopping vs Meal Plan Rates

- Andrea reviewed previous UTM studies that compared the costs and time associated with students shopping and cooking for themselves versus the cost and convenience of a UTM meal plan
 - In the 2008 study, the total food cost was \$2,515.52 for the school year
 - In the 2016 study, the total food costs was \$2,781.76 for the school year
 - Shopping, food prep, and cooking time totaled 243.2 hours for the school year (or 7hr 36min per week)
 - 2016 Meal Plan costs \$3,699.00
 - Although the meal plan costs \$917.24 more, the total estimated time savings is 243.2 hours per year
- When seeing these figures, the students were amazed at how much time was actually saved and felt that these figures should be posted somewhere so that all meal plan students could see them

D. Other Business

- Vicky asked for student feedback with regards to the structure of UTM meal plans
 - The students felt that the overhead was confusing because students thought that it represented a discount even though all information with regards to the meal plan does not refer to it as a discount
- Ali questioned how the meal prices were calculated because he felt that the meal plan amounts did not provide enough funds for a student to choose the healthier options on a daily basis
 - Vicky responded that food services at Universities are expensive, but UTM ensures that there are food options at all prices points to meet all budgets, and students need to be smart about how they spend their money
 - Andrea clarified that the calculation to determine the meal plan price of the smallest plan is 10 meals per week x average cheque x # of weeks per year
 - Ali believed that, based on his calculations, he only had \$7/day to spend
 - Andrea asked Ali to ensure that he adds the Overhead to his funds-per-day calculation to verify
 - Andrea also mentioned that the Flex Dollars are available to supplement the Basic Funds – students can use the Flex Dollars to purchase meals from off-campus partners or can transfer them to Basic Dollars

- Ali asked if Quesada was halal and mentioned that the chicken at the deli station was not halal
 - Vicky clarified that most branded outlets are not halal based on their corporate objectives, but agreed to look into the chicken at Colman Commons – most meat served at Colman Commons is halal and, if meat that is not halal is served there, then it is clearly identified as such
 - *UPDATE: Halal chicken breast will now be available at the deli station for wraps and sandwiches*
- Ali mentioned that the Snack Bar at Colman Commons closed early on Fridays and Saturday nights
 - Vicky agreed to look into the situation and report back
 - *UPDATE: Starting October 21st, the Snack Bar at Colman Commons will be open on Friday and Saturday evenings until 10pm as a trial until the study break before final exams – if participation is good, then the change in hours of operation will continue for the winter semester*
- Andrea clarified that future Committee meetings will take place on Wednesdays at 12:30 and verified that all students could accommodate this timeslot in the future

NEXT MEETING: November 2016